

# CASTLE ROCK HISTORICAL SOCIETY CASTLE ROCK MUSEUM

Phone (303) 814-3164

*Established 1991*

P.O. Box 1572  
Castle Rock, CO 80104

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Castle Rock Town Council  
100 N. Wilcox St.  
Castle Rock, CO. 80104

June 15. 2017

Ladies and Gentlemen,

Thank you for the opportunity to apply for community funding grants from the Philip S. Miller Charitable Trust. Past funding has enabled the Castle Rock Historical Society to operate the Castle Rock Museum and provide quality programs to the community in a cost effective manner. We are grateful for your steadfast support. This year the museum celebrates its 20th year of operation. Over the years it has become a professional and progressive institution. We are grateful for the Town of Castle Rock support that helped make that possible.

The Castle Rock Museum is a valuable cultural resource for the community. One of its primary goals is to provide an interesting way to educate the community on the tremendous and varied history of this town and give its residents a sense of place. New residents frequently visit the museum to get a perspective on the community they have chosen to make their home. CRHS provides this at the lowest cost because of its management by a non-profit organization. Because the Society and Museum adhere closely to the goals of the Miller Fund, the resources for the operation of the museum can be provided with non-tax dollars.

The Historical Society's goals in 2018 will be to continue to provide a quality museum experience for the enjoyment and education of the visitors. In recent years the museum has expanded the vision of the museum to add featured exhibits which focus on a special event or era in Castle Rock History. Our focus on the community was again demonstrated when the museum was asked to name and provide an exhibit for a second medical office building at Adventist Hospital. The Briscoe building officially opened this May. Over the last few years the museum has received over \$100,000 in grants used to insure the integrity of the 142 year old building. Our goal for 2018 will be to work on the restoration of some of our most important and needy artifacts. Our goal as always is to provide additional funding to the museum.

In addition to the grant from the town the CRHS seeks funds as follows:

- Grants for museum building and restoration
- Donations from local business
- Leveraging membership in Colorado Gives and other charitable endeavors
- The museum donation box and Gift shop
- Increasing membership and business participation
- Fundraising events, such as our annual Victoria's Tea
- Participation in community events

During 2017 the Castle Rock Historical Society and Museum:

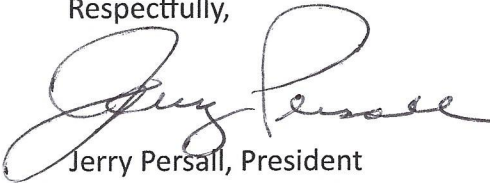
- Provided interesting and educational information about the history of Castle Rock. This year's special exhibit featured the Castle Rock area during World War I.
- The staff at the museum worked with Castle Rock Adventist Hospital to name its second medical office building after Mary Briscoe, the first certified public health nurse for Douglas County. The staff developed an exhibit with relevant artifacts and education materials for the building's lobby as it did previously for the Alexander Building.
- Society and Museum use volunteers to run tours , support new museum exhibits, guide visitors, help promote the Society and perform maintenance duties.
- The museum provided community education by hosting school group tours of all ages, and do historic based programs for local community groups.
- Conducted historic tours. The annual Trolley Tour, an historic Rhyolite Quarry tour and downtown walking tours are all extremely popular. The local "Holding History in You Hand" QR code plaque tours have been revitalized offering new technology to learn about historic downtown Castle Rock. We now offer a certificate of completion. These tours are provided at no cost to the participants but they increase donations and are evidence of the vitality of the organization.
- Other educational bus tours provided fun and served as fundraisers.
- Recruited top quality presenters who educate and entertain at the Society's free monthly meeting at the Philip S. Miller Library with an ever increasing audience.

Several of these ventures have involved working with town staff and we are grateful to partners with the town in promoting this special place.

For 2018 we are requesting a yearly amount of \$75,000, an increase of \$2000. The increase is requested to cover the cost of upgrading the technology at the museum. The computers at the museum are getting old and a network and software are needed to preserve viability.

Castle Rock Historical Society is committed to our mission of historical education, maintaining the sense of community, and the small-town feel of Castle Rock. Your steadfast support has helped enable us to receive over \$100,000 in grants and donation over the last few years. These grants help ensure the continued preservation and stability of our beloved 142-year old D & RG Depot museum. Thank you for your time and attention. We look forward to the approval of our 2018 grant request . We look forward to meeting with you at Town Council meeting as scheduled.

Respectfully,



Jerry Persall, President  
Castle Rock Historical Society Board of Directors

Contact: Angie Deleo  
Museum Director  
420 Elbert St. Castle Rock, CO.  
80204. 303-814-3164

**Board of Directors**

President, Jerry Persall

Vice President, Kathleen Coolidge

Treasurer, Edward F. Hooks

Recording Secretary, Lynette McNairy

Corresponding Secretary, Dorothy Kelly

Education, Guy Mordeaux

Member at Large, Suzie Perry

Member at Large, Claudia Belmessieri

Member at Large (non voting) Angie Deleo, Museum Director

**2018 SERVICE ORGANIZATION  
FUNDING APPLICATION**

**ORGANIZATION REQUESTING FUNDING:**

**I. 2018 FUNDING REQUEST (Please use this form for this information and not another format.)**

**Breakdown of funds (For what specifically would monies from the Town be used?)**

<u>Salaries, including taxes and insurance</u>	\$56,400
<u>Utilities</u>	\$6,000
<u>Office Equipment &amp; Building Maintenance</u>	\$7,900
<u>Insurance</u>	\$780
<u>Exhibits &amp; artifact preservation</u>	\$1870
<u>Museum Technology Refresh</u>	\$2000
_____	\$ _____
_____	\$ _____
<b>TOTAL FUNDING REQUEST</b>	<b><u>\$75,000</u></b>

**II. 2018 PROJECTED ORGANIZATION BUDGET**

*(Please use this form for this information and not another format.)*

**2018 projected organizational budget**

*(Including funding from the Town)*

**\$86,000**

**Projected sources of revenue**

<u>Museum Donation box</u>	\$1,725
<u>Gift shop</u>	\$1,380
<u>Town of Castle Rock</u>	\$75,000
<u>Fundraising</u>	\$7,000
_____	\$ _____
_____	\$ _____

**TOTAL PROJECTED REVENUE**

**\$85,105**

**Projected expenditures**

*(By major budget category)*

<u>Payroll</u>	\$56,400
<u>Utilities</u>	\$6,000
<u>Office, Equipment &amp; Bldg Maintenance</u>	\$10,900
<u>Professional Assoc. membership, staff training &amp; travel</u>	\$1,150
<u>Insurance &amp; taxes</u>	\$2,960
<u>Artifact preservation &amp; restoration</u>	\$7,000
<u>Outreach &amp; fundraising</u>	\$1,540

**TOTAL PROJECTED EXPENDITURES**

**\$85,950**

### **III. 2018 PROPOSED PERFORMANCE OBJECTIVES**

*Specific services to the Town the organization proposes to provide as a result of Town funding:*

- 1. To continue to discover, collect and promote the preservation of any archive material, sites buildings and oral history which may help to establish or illustrate the history of the Castle Rock area. The Castle Rock Museum has illustrated the geology, exploration, settlement, development, town government services (Fire Department), conditions, events, public figures and progress of the town.*
- 2. Hold open the Castle Rock Museum four days per week, five hours per day, excluding holidays, with no admission charge, 100 percent of the time. We would like to expand hours based upon financial resources.*
- 3. Provide permanent exhibits of artifacts and curated exhibits at the Castle Rock Museum.*
- 4 Continue to curate traveling and rotating exhibits at the Castle Rock Museum.*
- 5. Continue hosting historical tours of the Castle Rock area. Past examples include an annual Trolley Tour, Summer Walking Tours and other period tours such as quarry tours.*
- 6. Continue providing informative historical presentations to groups including the general public, seniors, and to school children. If school budgets are such that schools cannot send children to the Museum we will go to the schools.*
- 7. Assist economic development of Castle Rock by presenting the development of Castle Rock from the founding to the present day, and encourage growth of local businesses as our partners, all the while preserving the small town atmosphere. The walking tours are designed to encourage people to spend time in the downtown area. The museum frequently entertains questions from newcomers and visitors about information on the town beyond history.*
- 8. Participate in local community activities, such as the Car show, Festival of Trees and Starlighting when the society and museum can make a beneficial contribution.*

### **IV. SUPPLEMENTAL INFORMATION**

- a. Provide a cover letter no longer than three pages that includes:*
  - a. A summary of how the requested funding would be leveraged with other dollars and volunteer resources to maximize the return on the Town's requested investment (What does your organization expect to generate using monies the Town might give?)***
  - b. The name of and contact information for the person within the organization responsible for administration of the requested contract*
  - c. If applicable, the amount of additional funds requested this year, and an explanation for the request*

*d. Any further discussion about the application as deemed necessary by the requesting organization*

*b. Provide a list of the board of directors of the organization*